

Subject: Temporary Special Event Clearance Event: Hollywood Media District
BID Location: 832 N. Cole Avenue, Hollywood 90038 Date: September 28th, 2017
From: Lisa Schechter <lisa@mediadistrict.org>
Date: 08/21/2017 01:36 PM
To: <eugene.andrews@lacity.org>
CC: Jim Omahen <jim@mediadistrict.org>, Laurie Goldman
<laurielgoldman@earthlink.net>, <doug.devine@lacity.org>

Dear Mr. Andrews:

I am reaching out to you for assistance with a TSE Permit since this falls under public assemblage. I was instructed to contact LAFD regarding our event - here are the particulars:

Name of Event: Hollywood Media District Annual Stakeholders Meeting
Location: 832 N. Cole Avenue, Hollywood, CA 90038
Date: Thursday September 28th, 2017
Time: 5pm to 9:00pm
of Guests: Approximately 50 to 75 guests

Do we need sign off for the site? Please advise what steps are required to move forward. Look forward to hearing back from you.

Lisa Schechter
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